

Monroe County Judicial Center

Project Development Board Minutes

June 13, 2007

5:00 PM

AOC CONSTRUCTION FILE

COUNTY: Monroe

FILE CODE: PDB1

SUBMITTED BY: TL

DATE: 7/2/07

Danny Rhoades, representing AOC Facilities Department and as directed by Chief Justice Joseph Lambert, the Monroe County PDB is authorized to begin the Judicial Center Project.

In accordance with COJ of Administrative Procedure the Chairperson is designated to be the County Judge/Executive, therefore the meeting was turned over to County Judge/Executive Wilbur Graves as the chair to establish the Monroe County PDB.

PDB members in attendance as evidenced by roll call were:

County Judge/Executive - Wilbur Graves
Magistrate - Jeff Proffitt
Senior Circuit Judge - Eddie Lovelace
Senior district Judge - Steve Hurt
Circuit Court Clerk - Joyce Emberton
State Bar Association - Reed Moore
Representative for AOC - Charlotte McPherson
Citizen at Large - Tony High

Danny Rhoades, representing the AOC General Manager of Court Facilities.

Judge Graves declared this inaugural meeting of the Project Development Board (PDB) to be in order with all members present answering the roll call.

Motion was made by Reed Moore, seconded by Judge Lovelace to confirm Judge Graves to serve as PDB Chair.

All voted yea. Motion carried.

Motion was made by Tony High, seconded by Charlotte McPherson to nominate and elect Reed Moore to serve as Co-Chair.

All voted yea. Motion carried.

New business brought before the Board.

Discussion of business procedures to include maintaining records and minutes, general office duty, and correspondence and the need to employ a person to fulfill those duties and the rate of pay for such duties. The standard rate of pay is \$50.00 per meeting, after 2 hours, the pay will be \$15.00 per hour. Also, for special called meetings, the pay will be \$15.00 per hour.

Motion was made by Tony High, seconded by Reed Moore to hire Sheryl Conkin to take minutes of the meetings, general office duty and other duties for the Monroe County PDB.

All voted yea. Motion carried.

Discussion of reimbursement for any funds spent for the Judicial Center The Monroe

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Motion was made by Tony High, seconded by Reed Moore to hire Sheryl Conkin to take minutes of the meetings, general office duty and other duties for the Monroe County PDB.

All voted yea. Motion carried.

Discussion of reimbursement for any funds spent for the Judicial Center. The Monroe County Fiscal Court will approve a resolution pertaining to the reimbursement at the June 21, 2007 meeting. Reimbursements will be made after financing is in place.

Motion was made by Reed Moore, seconded by Judge Hurt to advertise for Architectural Services.

All voted yea. Motion carried.

Motion was made by Reed Moore, seconded by Jeff Proflitt to advertise for a Financial Agent.

All voted yea. Motion carried.

Discussion to advertise for a Construction Manager.

Motion was made by Reed Moore, seconded by Judge Hurt to table this until further discussion at a later date.

All voted yea. Motion carried.

Motion was made by Tony High, seconded by Judge Hurt to have the regular monthly meetings on the 2nd Wednesday of every month at 5:00 PM at the Judge/Executive Office with the next meeting on July 11, 2007.

All voted yea. Motion carried.

Motion was made by Reed Moore, seconded by Tony High to have a Public Hearing for site land acquisition for any property owners interested on July 5, 2007 at 5:00 PM at the courthouse.

All voted yea. Motion carried.

Motion was made by Red Moore, seconded by Judge Hurt to adjourn.

All voted yea. Motion carried.